



Minutes of the IT Investment Board

June 2, 2004

Members Present:

George C. Newstrom (Chairman)
(ex-officio/voting)

Chris Caine

Jimmy Hazel

Hiram Johnson

Walter Kucharski

(ex-officio/non-voting)

John Lee

Jim McGuirk

Mary Guy Miller

Len Pomata

Members Absent:

Scott Pattison

Others Present:

Lem Stewart, Chief Information Officer, VITA

John Westrick, Counsel to the Board

Call to Order

The Chairman called the 12th meeting of the Virginia Information Technology Investment Board to order at 10:05 a.m.

Chairman Newstrom recognized former Secretary of Transportation, Shirley Ybarra.

Chairman Newstrom informed attendees that the ITIB had met in a Strategic Planning session on June 1st, and had covered the majority of information, including committee reports, that would have been covered at a regular meeting. Therefore, the committee reports were deleted from the agenda.

Approval of Minutes

John Lee made a motion that the minutes of the May 5, 2004 meeting be approved. Jim McGuirk seconded motion. There being no discussion, the minutes were approved as written.

CIO Update

Lem Stewart, VITA CIO gave brief updates as follows:

PPEA Update:

- Four (4) PPEA proposals have been posted to the VITA Website and will remain on the site for sixty days for competitive response. After that time, a review team will be organized, comprised of members including all central agencies as well as a number of other officials in state agencies. Hard copies of the PPEA materials on the website were included in Board members' agenda packets.

DHRM/APA Status:

- The DHRM classification study, which was due June 5th, had not yet been received from the agency. It is anticipated that the study will be received earlier in the month
- VITA is on schedule with the recommendations as proposed in the APA Report

Merger Status:

- 12 Agency Executive Agreements are ready to be signed
- 7 Agency Executive Agreements are in place to be signed within the next 10 days
- 6 agencies still have issues regarding increased costs. Mr. Stewart stated that after communications is sent to agencies regarding the values that will be returned as a part of the integration and the fact that a request that has been sent to the Secretary of Finance asking approval to retain any savings generated in 2005 to offset integration costs, these issues will be resolved.
- As passed by the General Assembly, The Virginia Port Authority is pending an exemption, awaiting the Governor's review. Issues also exist with DHRM and the Virginia Science Museum.

Issue before the Board

- Because the merger of The Commonwealth Attorney's Council, a small agency, with DCGS, a medium agency, was rejected by the General Assembly, the Commonwealth Attorney's Council still remains as a small agency, and has formally requested an exemption to VITA.

Lem Stewart and VITA staff have evaluated the cost impact of the Council to merge with VITA to be roughly \$100.00. The CIO recommended that on behalf of the Board, communications be sent denying the request and ask that the agency to work with VITA.

Jim McGuirk and Jimmy Hazel stated that exemption requests have been denied in the past, and should continue to be denied. Mr. McGuirk suggested that the Commonwealth Attorney's Council be requested to submit plan and a timeline in which they would be integrated. The CIO would send submit this letter.

Third Quarter Financial Report

- The report was reviewed and all indications are that VITA is in good shape.

JCOTS Presentation

- As stated in the JCOTS meeting, Lem Stewart congratulated Hiram Johnson on his reappointment to the Board for an additional four (4) years. Although he had not seen the official appointment letter, Chairman Newstrom congratulated Mr. Johnson and informed that Board that Chris Caine was also up for reappointment.

Other Business

Chairman Newstrom restated that there are two agencies exempt by budget language - State Police and Virginia Port Authority. The APA is exempt because the legislature is exempt by law. Information will be available after the Governor makes his amendments to the budget.

Chairman Newstrom stated that at its Strategic Planning Session on June 1, the ITIB voted unanimously to revise its meeting schedule. After the July 7th meeting, the Board would begin a by-monthly meeting schedule. The revised schedule will be sent to Board members and would be posted to the website.

Len Pomata suggested that the regularly established dates remain “on hold” should it be necessary to call an ad hoc meeting of the Board.

Chris Caine thanked the VITA staff for coordinating the Strategic Planning and Board meetings in Northern Virginia.

Public Comment

There was no public comment.

Adjourn

The next meeting of the ITIB will be Wednesday, July 7, 2004 at 1:00 p.m. at the VITA Operations Center. There being no further business, the meeting adjourned.